

**Subject:** Hard Stop on Purchase Orders not to Exceed Contract Value  
**Audience:** Procurement Directors, Finance Directors, AST Leads

The SCEIS Team is pleased to announce an enhancement to the Purchase Order (PO) functionality that is effective immediately. A similar message was published in the September 23, 2011, Weekly Update, however, the enhancement made at that time was for a warning message, rather than a hard stop as initially indicated. Please read on for details of the hard stop enhancement, which is effective today.

**Hard Stop on POs When the Total or Potential Value of a Contract is Exceeded**

When the cumulative dollar value of POs issued against a contract exceeds the target value of the contract, the buyer will receive a hard stop error message and will not be able to complete any additional POs. At this point, based on procurement law, either a new contract will need to be solicited and awarded, or the target value of the current contract will need to be increased, before any further POs can be completed.

Prior to this modification in the SCEIS system, a yellow warning message was provided if the user created a purchase order that exceeded the target value of the contract. With the change, a red error message will be provided if the user creates a PO that exceeds the target value of the contract. Should an error message occur, the user should communicate with the buyer responsible for the contract for a resolution.

The goal of this modification is to provide awareness when a specific PO is about to exceed the target value of a related contract, and the PO cannot be created. This change will also assist in eliminating potential violations of procurement law and provide timely contract information to empower decision makers.

If you have any questions about this message, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link:  
<http://www.sceis.sc.gov/requests/>.